NATIONAL ENDOWMENT FOR THE
Humanities

DIVISION OF **EDUCATION PROGRAMS**

ENDURING QUESTIONS

FREQUENTLY ASKED QUESTIONS

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I. Eligibility

May an applicant institution submit multiple applications?

Yes.

I am an adjunct who teaches part-time at two different colleges. Am I eligible to serve as a project director?

Yes. The applicant institution must, however, certify in the application that the course will be taught twice during the grant period at that institution.

May I develop an Enduring Questions course with a colleague who teaches at another institution?

No.

II. Course Design

Can an Enduring Questions course be team taught?

No. The course may be developed by a team, but each team member individually must teach the course twice, using a common syllabus.

I plan to develop the course by myself. May I draw on the academic expertise of colleagues?

The grant provides an allowance for expert consultation with colleagues, but you must teach the course by yourself.

May I include and budget for a guest presenter for this project?

Yes, if the presentation takes place *outside* class and directly supports an ancillary student activity such as visiting a museum.

Can I teach this course in an honors program, first- or second-year seminar, residential college, or capstone course?

Yes, provided that the course is open to students regardless of major or concentration.

Would an online course be competitive in this program?

Probably not, unless you can demonstrate strategies for creating and sustaining intellectual community and full engagement with extensive reading.

What is the difference between the tentative course readings and the course preparation readings?

Tentative course readings are works that will likely be assigned to students taking the course. The course preparation readings are works that you, as an individual or as members of a group, intend to study in order to prepare to teach the course.

How important is it that my course and study plan expand my scholarly range?

It is very important. The program expects that course preparation will entail substantial reading outside your current areas of expertise. To determine whether the preparation expands your scholarly expertise, reviewers will take into account your previous research and teaching. They will make the same assessment in evaluating applications from multiple faculty members.

Four of us intend to develop the course together. Does each instructor have to offer the course twice within the grant period?

Yes.

Are there examples of funded proposals from past NEH Enduring Questions competitions?

Yes. You will find some examples from prior competitions on the program resource page.

III. Budget and Stipend

What is the stipend for?

The stipend mainly supports activities—reading, research, and consultation—that are prerequisites for developing the new humanities course. It is intended to allow faculty to devote the time and energy necessary to create and plan the course.

Does the stipend or another element within the budget pay for teaching the course?

No. This grant provides support for the *development* of the course.

My institution will include fringe benefits in the budget. Should fringe benefits be taken out of the stipend?

Fringe benefits are ordinarily calculated on top of the stipend, unless your institution's policy dictates otherwise.

After budgeting for the stipend, what can the remaining funds be used for?

The remaining funds may be used for any of the following items: books and other materials necessary for course development; funding for ancillary student activities (for example, attending plays, concerts, or museum exhibitions); expert advice for the development of the course's content; consulting services to develop a digital humanities component, such as a project website; costs incurred in publicizing and disseminating the course; indirect costs; and fringe benefits.

IV. Other Grant Opportunities

What other funding opportunities are available at NEH for research and for teaching in the humanities?

Applicants whose focus is primarily on individual scholarly research leading to publication should consult Summer Stipends, Fellowships, and other NEH research grant programs.

Applicants interested in offering professional development opportunities should consult Summer Seminars and Institutes for school teachers and for college and university teachers, Landmarks of American History and Culture Workshops for school teachers, *Bridging Cultures* at Community Colleges, and other NEH education grant programs.

Applicants whose projects focus primarily on using or studying the impact of digital technology should consult Digital Humanities Start-Up Grants and other NEH digital humanities grant programs.

Applicants at eligible institutions may wish to consult Humanities Initiatives, for projects to strengthen humanities education and scholarship at Hispanic-Serving Institutions, Historically Black Colleges and Universities, and Tribal Colleges and Universities. Eligible applicants may also wish to consult Awards for Faculty, for individual research fellowships available to faculty at Hispanic-Serving Institutions, Historically Black Colleges and Universities, and Tribal Colleges and Universities.

V. Application Assistance and Peer Review

What help is available for preparing the proposal?

You are encouraged to submit an optional preliminary sketch of your proposal to get advice from NEH staff before you submit an application. The form to use for the sketch is available on the program resource page. Please send it as an attachment to enduringquestions@neh.gov before **August 14, 2014**. The staff may be unable to respond to sketches submitted after that date.

Staff comments on preliminary sketches are not part of the formal review process and have no bearing on the final outcome of the proposal.

Although NEH staff members do not read and comment on draft proposals (as opposed to preliminary sketches) in the Enduring Questions program, they will answer questions not covered in this document. Staff members may be reached at (202) 606-8380 and at enduringquestions@neh.gov.

How will my application be reviewed?

All applications will receive peer review. Using the evaluation criteria listed in Section V of the application guidelines, teachers and scholars in the humanities will convene in panels to read and rate the applications. NEH staff will compile a slate of recommended applications based on the panelists' comments and ratings. The National Council on the Humanities will review the recommendations and provide additional insights. All advice—from the panelists, staff, and National Council—will be sent to the NEH Chairman. By law, only the Chairman is empowered to make an award.

VI. Submitting your Application to Grants.gov

When is the deadline for submitting the application?

Applications for NEH Enduring Questions grants must be received by Grants.gov by 11:59 p.m. Eastern Time on September 11, 2014. Grants.gov will date- and time-stamp your application after it is fully uploaded. Applications submitted after that date will not be accepted.

NEH suggests that you submit your application no later than 5:00 p.m. (Eastern Time) on the day of the deadline. Doing so will leave you time to contact the Grants.gov help desk for support, should you encounter a technical problem of some kind. The

Grants.gov help desk is available seven days a week, twenty-four hours a day (except on federal holidays), at 1-800-518-4726. You can also send an e-mail message to support@grants.gov.

How do I know if I have submitted my application successfully?

After you sign and submit the application, a confirmation page appears. This page includes the Grants.gov tracking number and other important information. Note the Grants.gov tracking number and save or print the confirmation page for your records.

You will then receive the following e-mail messages:

> Grants.gov Submission Receipt;
> Grants.gov Submission Validation Receipt; and
> Grants.gov Grantor Agency Retrieval Receipt.

These messages are normally sent within twenty-four hours of the submission, but minor delays could occur when system usage is heavy.

If you do not receive these messages, or if the messages indicate that the application has been rejected, contact Grants.gov (www.grants.gov) at 1-800-518-GRANTS (4726) or support@grants.gov. Include the Grants.gov tracking number in correspondence regarding the application.